



CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

COMMERCE BUILDING
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REROOFING POLICY - ASPHALT OR FIBERGLASS SHINGLES (2000 International Residential Code [IRC] Chapter 9)

- 1. No more than one overlay may be applied over an existing shingle roof. (Maximum of 2 layers)**
2. Tearing off the old roof completely does not mean that the owner must then upgrade the insulation (unlike the situation on a flat roof). Soffit and roof vents, however, must be brought up to present code whether there is a tearoff or not. Inadequate ventilation may void or limit the shingle manufacturer's warranty. A minimum of one square foot of net free ventilation area is required for each 150 feet of equivalent "floor" under the roof. If the roof venting is balanced between the upper and lower portions of the roof, the required net free ventilation area may be reduced to one sq. ft. for each 300 sq. ft. of the area under the roof. Vaulted or cathedral roof/ceiling assemblies must be vented at the required rate.
3. Ice dam underlayment will not be required if the old roof is not being removed. If it is used, or if there is a complete tearoff, patented self-sealing single-layer underlayment membranes (equivalent or better than the minimum IBC method) are highly recommended. This underlayment must extend from the eave's edge to a point at least 24 inches inside the exterior wall line. Verify with the plan examiners.
4. Starter shingles and rake-edge cutoff shingles are required to overhang the fascia by at least 3/8" or the metal drip edge, if used, by 1/4", whether the old shingles do or not. (Preformed galvanized metal drip edge is not required by code (except as noted in Item 5), but is strongly recommended.)
5. When installing new roof sheathing over an existing roof deck, the sheathing panels must be spliced over framing members and fastened to the framing member using 8d common nails having a 6 inch maximum spacing at panel edges and 12 inch max. spacing in the panel field. Sheathing fasteners shall be installed at framing members only, in order to avoid moisture condensation on exposed nail tips. Panel edges must be protected from weather by the use of a metal drip edge or other approved method.
6. At the juncture of the roof and vertical surfaces, corrosion resistant metal "step" flashing, having a minimum thickness of 0.019 inch, must be provided per the roofing manufacturer's instructions.
NOTE: The IRC requires chimneys (or other vertical projections from a roof) wider than 30" to have a "saddle" or "cricket", with proper flashing and counterflashing, on the high side of the roof to promote proper drainage. If such a "saddle" or "cricket" does not exist, it must be provided. See the 2nd page of the "Reroofing Inspection Requirements" Handout.
7. On a tear-off of a roof with sheathing boards, if there are gaps between boards greater than 5/8" inch, then the gaps must be:
 - a. In-filled with knot-free dimension lumber if the gap is 3" or more; or
 - b. Overlayed with approved sheathing (minimum 7/16" OSB or 3/8" exterior plywood); or
 - c. Corrected by other systems or techniques pre-approved by Building Inspection.
8. Installation of composite shingles over dimension lumber wider than 6 inches may void the shingle maker's warranty. Contact the shingle manufacturer to verify the product's warranty conditions.
9. Call Building Inspection before starting to reroof or after tearoff, so the flashing and underlayment can be checked by the Building Inspector. Contact the Building Inspector between 7:30 and 9:00 AM. The inspector's name and number will be on the building permit receipt and permit card. The general telephone number for the Building Inspectors is 266-9002; for Plan Examination 266-9007.



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Reroofing Inspection Requirements

Notify the area building inspector when the roofing work is to begin. Notification on the day prior to starting the work is preferred, but we realize that roofing work is weather-dependent and often requires a quick response when the weather is favorable. In such a case, notification of the commencement of work should be provided no later than 9:00 a.m. on the day that work is to start.

The inspector responsible for the area in which your project is located is identified on the permit inspection card. **Contact the inspector between 7:30 and 9:00 a.m.,** Monday through Friday, in order to arrange for an inspection for that day. After providing notification for the start of a project, if the project is subsequently delayed by weather or other reasons, notify the area inspector when you have rescheduled the project start date.

If you propose to perform the roofing work after normal inspection hours, contact the area inspector for directives prior to starting the work.

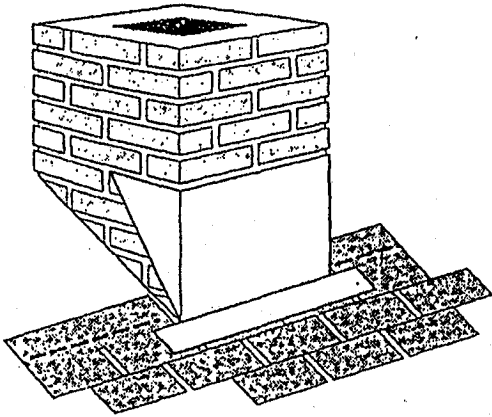
(See other side for chimney flashing details)

CHIMNEY FLASHING PROCEDURE

Flashing a Chimney

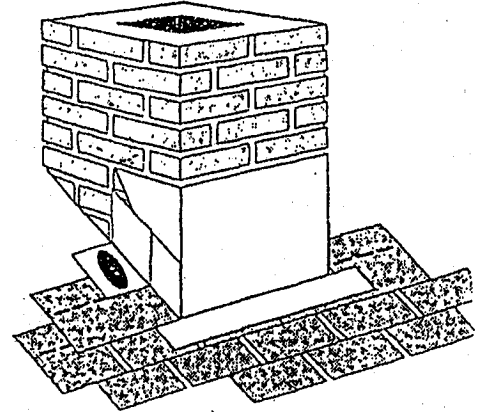
STEP 1

Apply asphalt primer to bricks; apply metal base flashing to front, overlapping shingles 4"



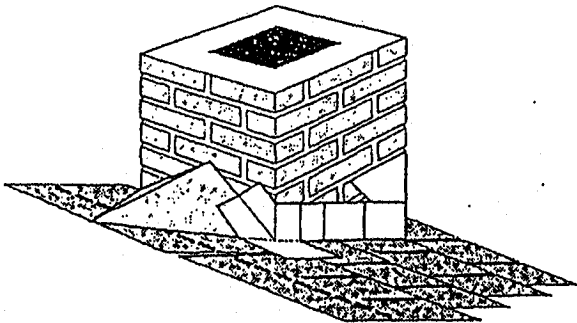
STEP 2

Nail metal step flashing over plastic cement; bed overlapping shingles in plastic cement



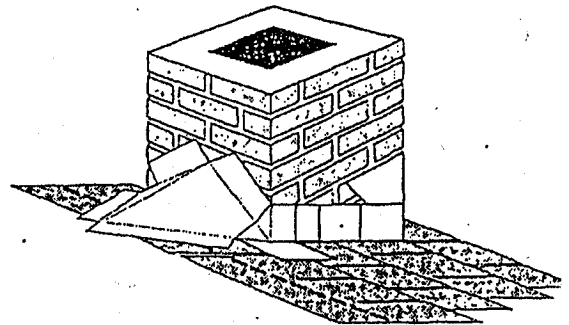
STEP 3

Install wood cricket at rear, and shingle to edge; embed rear corner flashings in cement



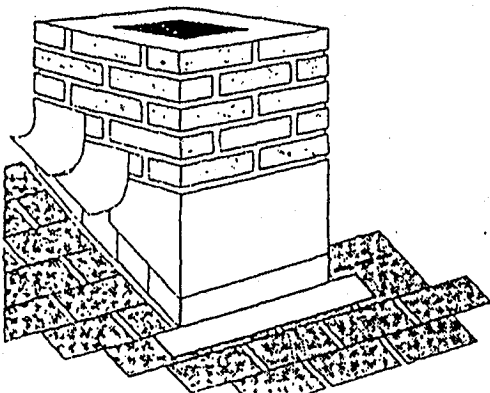
STEP 4

Embed rear base flashing in plastic cement; nail flashing to deck only



STEP 5

Set front and side cap flashings 1-1/2" into raked joints; refill with mortar



STEP 6

Install rear corner cap flashings; install rear cap flashing suitable to situation

